

FREQUENTLY ASKED QUESTIONS

I already served jury duty in STATE court. I thought I was excused from any further jury service?

Prior state court service does NOT excuse you unless you served on a trial for 5 days within the past three years and have a certificate of service. If you served the one day/one trial in any state court, it **does not** excuse you from the Federal Court. Also, please see front page, section 3.

How long should I expect to be at the courthouse for jury selection? What hours if I am actually selected as a juror?

On the first day, for jury selection, you should plan to be at the courthouse for a full day from 8:00 to 5:00PM. However, if you are actually selected to serve as a juror, *most* judges sit between 9AM-3PM.

How will I know if I have been excused, deferred or disqualified from jury service?

Ten days prior to the date printed on your summons, please call the automated telephone system. If you have been excused, disqualified or deferred from jury service, the automated message will inform you of this. You WILL NOT receive notice by mail.

How will I know when I have to report for jury service?

The Court uses an automated telephone system to schedule jurors. *The telephone system will not work for you unless you have returned your juror qualification questionnaire and it has been entered into the database.* Please call the automated phone system after 5PM on the Friday prior to your reporting date. Reporting instructions will be accessible throughout the weekend. The automated system will ask you to punch in the nine digit number located just above your name and address on your summons. If you are required to report, the message will list your reporting date and time. If you are not required to report, the recording will instruct you to call again at a specified time.

It is possible that you will not be required to report on your first day of on call status. Therefore it is very important that you call the automated phone system after 5PM on the Friday prior to your reporting date for reporting instructions. Please note that if you appear for jury service without calling for instructions, you will not be authorized to collect any juror fees.

The Court normally conducts jury selection on the first business day of the week, Monday. In the event of a holiday jury selection is conducted on a Tuesday.

Do I have to appear each week for jury selection?

No. You should appear on the date scheduled by the automated telephone system. Actual in-court attendance is usually less than ten days. Once a juror has served on a trial, the clerk will make every effort not to call that juror back for another trial.

What is the average length of a trial in the Federal Court?

The average jury trial in the Federal Court spans between two to seven days.

What if I am unable to obtain a doctor's letter?

Requests to be excused for any medical reason ***must be*** accompanied by a current letter from your physician specifying the condition that prohibits you from serving. Without a doctor's letter, your request *to be excused for a medical condition* ***will not be considered***. Also, please note, the Court does not keep past medical certificates or letters on file.